

CTE Skill Certificate Test Performance Documentation

This document must be submitted to the test coordinator along with the test scan sheets at the time of testing. It will be submitted to the USOE for the audit and a copy kept on file for two years.

Course: Multimedia I

Test Number: 810

School:

Instructor's Name:

Students in course:

Students tested:

Date:

This is to verify that the students on the attached class roll* accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

1. Understands career opportunities in the multimedia industry
2. Demonstrated employability skills such as responsibility, dependability, ethics, respect and cooperation
3. Performed with a positive work ethic and attitude
4. Developed a realistic Student Education Occupation Plan (SEOP) to guide further educational/occupational pursuits
5. Demonstrated basic operation system functions
6. Demonstrated basic file commands
7. Converted and/or compressed files to various formats when needed
8. Demonstrated the ability to manage files on a PC and Network
9. Used appropriate documentation and help features when needed
10. Utilized shortcut keys and quick-stroke commands when needed
11. Adhered to the school's acceptable use policy
12. Demonstrated appropriate use of principles and elements of visual design
13. Demonstrated the Analyze step in the ADDIE model by identifying project needs and audience
14. Demonstrated the Design step in the ADDIE model by preparing a project outline, objectives, style guide, storyboard, first breadth prototype, and first depth prototype
15. Demonstrated the Develop step in the ADDIE model by completing a project meeting deadlines and specifications proofreading for errors (technical, logical, grammar and spelling)
16. Demonstrated the Implement step in the ADDIE model by conducting alpha and beta testing
17. Demonstrated the Evaluate step in the ADDIE model by revising the project as requested by the client
18. Understands the process of producing a finished multimedia product
19. Demonstrated the ability to work individually in the completion of multimedia projects applying communication and problem solving skills.
20. Demonstrated the ability to work as a contributing member of a team in the completion of multimedia projects applying communication, management, organizational, leadership and compromise skills to meet
21. Demonstrated the ability to work individually in the completion of multimedia projects applying communication and problem solving skills.
22. Demonstrated the ability to work as a contributing member of a team in the completion of multimedia projects applying communication, management, organizational, leadership and compromise skills to meet team objectives
23. Created, scanned and manipulated 2D bitmap (raster) graphics
24. Created and manipulated 2D vector graphics
25. Created a keyframe and path animation
26. Captured and edited digital video demonstrating proper filming techniques
27. Captured and edited digital audio
28. Created a personal archive of work/projects
29. Demonstrated selecting the appropriate medium to develop and deliver multimedia projects
30. Demonstrated knowledge of multimedia terminology and presentation modes
31. Produced project plan documentation using standard 4 as a guide in collaboration with a subject matter expert (SME)/Client
32. Created original media and interfaces for the project
33. Obtained permission to use copyrighted materials where required and cited sources
34. Demonstrated an understanding of fair-use guidelines
35. Utilized interaction and navigational tools including menus, buttons, timer events and user-driven events where needed
36. Conducted a Alpha and Beta test of the project
37. Completed the project within the predetermined deadline meeting the client's specifications

Each performance is documented and kept on file for two years. (check one or more)

- ☐ Individual student performance tracking sheets
- ☐ A class period summary score sheet
- ☐ Recorded and identified in the class grade book

Instructor's Signature: _____

*Attach a copy of the class period roll and draw a single line through any student on the roll not accomplishing ALL required performance objectives at the 80% (moderately to highly skilled) level.